NOTICE OF FUNDING OPPORTUNITY (NOFO)

The United States Embassy in Bosnia and Herzegovina, acting through the Office of Public Affairs, is pleased to announce an open competition for assistance awards through this **NOTICE OF FUNDING OPPORTUNITY (NOFO)** for the following program:

INTER-ETHNIC RECONCILIATION AND YOUTH CAMPS

INTER-ETHNIC RECONCILIATION AND YOUTH CAMPS support initiatives designed to promote direct interaction, the development of tolerance and reconciliation between the ethnically and geographically diverse communities of Bosnia and Herzegovina. Although proposals involving youth (ages 11-25) are encouraged, the Embassy welcomes all innovative proposals aimed at promoting inter-ethnic cooperation by organizing camps with participants reflecting the diversity of BiH society.

I. Proposals that deal with one or more of the following themes will be given priority consideration:

Divided Communities: Projects that support bringing together neighboring or nearby communities that, since the war, have had little contact.

Divided Schools/Fractured Education: Projects that address school segregation or other problems that divide students along ethnic lines. These projects will help remove obstacles to integration in education.

STEAM projects: Projects that focus on the study of science, technology, engineering, coding, robotics, and mathematics, with a strong inter-ethnic reconciliation component.

Restoring dignity to war victims: Projects that involve youth in joint commemoration activities and/or activities to restore dignity to civilian victims of war and survivors of sexual violence and/or imprisonment camps.

Marginalized Groups: Projects that promote exchanges with participation from marginalized minority groups, including (but not limited to) displaced persons, persons with disabilities, socioeconomically disadvantaged persons, LGBT persons, Roma, and others.

II. Proposals for the Inter-ethnic Youth Camp Funds:

Medium and large scale youth camps (more than 50 participants) designed explicitly to promote interaction, the development of tolerance and reconciliation between the religiously and geographically diverse communities of Bosnia and Herzegovina. Youth (14-25) initiatives are encouraged. Applicants <u>must be able to demonstrate past performance in organizing camps of a similar size with participants from both entities.</u>

In addition to core camp program activities (to last a minimum of five days), the proposals should include follow-up activities or other programs to ensure lasting cooperation among camp participants. **Creativity and originality of concept is critical.**

Project proposals should not exceed \$50,000. The deadline for proposal submission to the Office of Public Affairs is Friday, February 5, 2016 by 17:00 p.m. to the email account IECampsBiH@state.gov.

All U.S. and BiH non-profit organizations are eligible to apply.

IMPORTANT INFORMATION: Funding decisions will be made pending the availability of funds. The U.S. Embassy holds the right to cancel this public call for proposal at any time without any commitment to any of the applicants.

- All proposals must be completed in English.
- Proposals are to be submitted on a specified application forms only. Potential applicants should request the application form directly by emailing IECampsBiH@state.gov.
- **Proposals may not exceed six (6) pages (including budget)** in Times New Roman Size 12 font.
- All fields in the grant application form must be filled-in.
- Project duration may not exceed eighteen (18) months.

Budget guidelines:

- Detailed budget should be expressed in USD, with a maximum amount of \$50,000.
- For applicants registered in BiH, budget should NOT include VAT expenses.
- Potential applicants are advised to keep administrative costs as low as possible.
- Budget costs should be grouped into the following categories:
 - Personnel costs (salaries of the engaged personnel, fees for project manager, project coordinator/assistant, and or accountant)
 - o Fringe (social and pension insurance contributions)
 - Travel (transportation costs, lodging, meals and incidentals)
 - Supplies (office supplies and other material for project implementation)
 - Contractual (fees for trainers, moderators, experts, educators, printing of the promotional materials, renting of space/equipment, sound system, broadcasting of the TV and radio shows, web site development, and other contractual services needed for project implementation.)
 - Other Direct Costs: (office costs and other administrative expenses such as office rent, utilities, phone/fax/internet, office supplies, bank charges, etc.)
- The total of Personnel costs and Project administrative costs should not exceed 30% of total award amount.

- Funds should not be used for food expenses, except during the camp. When these costs cannot be supported otherwise, they should be clearly justified and limited to a maximum of 10% of the total award amount. Alcohol, entertainment, or "miscellaneous" are not allowable expenses.
- Costs incurred before the grant period start date will not be reimbursed.
- All applicants are strongly encouraged to include some type of cost sharing in the budget request. In-kind contributions should be listed in the budget.

IMPORTANT! Organizations that have received a grant under Inter-ethnic Reconciliation and Youth programs and have not completed their project are not eligible to apply for this program until they submit their final report.

• Applicants are encouraged to include some type of cost sharing in the budget request. In-kind contributions are accepted as well. The applications with provided co-sharing will have preference status in the reviewing process.

Grant funds:

- Should not provide for long term infrastructure needs that are not sustainable once grant funds are depleted.
- Should not fund materials, equipment etc. for the start-up activities except if purchased for the purpose of providing training for the participants.
- Should not be used for any expenses incurred outside of the territory of BiH, such as travel to international conferences, or the purchase of goods or payment of services in other countries.
- Should not be used to provide direct social services to a population.
- Should not be used for partisan political activity. However, non-partisan election education and public information activities are appropriate.
- Should not be used for funding charitable activity and humanitarian aid, commercial projects, or fund-raising campaigns.

PLEASE SEE DETAILED APPLICATION GUIDELINES BELOW:

1. Applicants Contact Information:

Organization Specify the officially registered name of the

organization.

Contact person and title Specify the name and the title of the Project

Coordinator, or person who is authorized to sign official documents, if different from the Project

Coordinator.

Address/Postal Code and City: Include street, number, postal code and the city.

| | Phone/Fax number: | Include the phone/fax numbers of your organization. |
|----|---------------------------------------|--|
| | E-mail: | Include an e-mail of your organization and the person who will be in charge of the project implementation. |
| 2. | Basic Information about the Proposal: | |
| | Project title: | Include the project title. |
| | Amount requested (USD): | State the project amount in US Dollars requested from the American Embassy and the amount you managed to provide from other sources. When submitting your application please provide evidence that you have secured the co-funding (if applicable) you have noted in your application and budget sheet, if you can. If you do not have this written confirmation of funding from other sources, please be aware that if your project is accepted for funding with a co-sharing component, the American Embassy will not sign the grant until you provide written confirmation that additional funds will be at your disposal before the project implementation start date. |
| | Project duration: | Specify project duration of the entire project, as well as the duration of camp (number of lodgings). |
| | Beneficiaries (number, age): | Include the number of project beneficiaries, and age. |
| | Project dates: | If the project is time sensitive put exact date of the project implementation. |
| 3. | Elevator Pitch: | In 50 words or less describe what your project is and why it should receive funding support from the U.S. Embassy. |

4. Describe your organization's previous success implementing similar camps:

Briefly explain previous success in implementing similar camps, and include dates, number of participants from different entities/cantons/ethnic groups, location and point of references.

5. Any previous U.S. Government funding:

State the name, year and amount of the project funded by USG in the past.

6. Project goals and objectives:

Explain the goals/objectives this project needs to achieve.

7. In order to achieve those objectives, the following activities will be supported:

Include detailed description of the activities that will be supported in order to achieve the project objectives.

8. Monitoring and evaluation: Include brief monitoring and evaluation plan with relevant results, outputs and outcomes of activities that contribute to reconciliation and tolerance building among youth.

9. Project output and Sustainability:

Explain the potential of the project to reachout to diverse audience, results of the project and future prospects of the project, and how it will be sustainable after the project is completed. Explain how your organization will measure achieved results at the end of the project to determine if your desired results were reached or not.

10. Detailed budget:

Present the budget in the form of a spreadsheet, in USD amounts. You need to present the budget in the main six categories (Personnel, Fringe, Travel, Supplies, Contractual and Other Direct Costs.) Beside these basic categories you may add new ones as well. In case of cost sharing, clearly separate the costs which will be funded by

the U.S. Embassy from those which will be funded by the applicant or other donors.

ANY APPLICATION NOT MEETING THE ABOVE MENTIONED REQUIREMENTS WILL NOT BE CONSIDERED FOR FUNDING.

Project proposals will be evaluated by the U.S. Embassy and ranked based on the topic of the project, the creativity of the proposal, evidence of clearly formulated goals and target groups, low project implementation costs, project sustainability, and the ability of the applying organization to carry out the project's aims.

Grants are normally made on a one-time basis. A repeat grant may be issued to successful applicants and particularly worthy organizations if the U.S. Embassy determines the activity advances a clearly defined priority objective.

In preparing your application, please be aware that you will not receive confirmation of whether your proposal will be selected for funding for several months. We expect to inform applicants of the status of their proposals approximately 4-6 months from the date of closing this Call for Proposals.

For more information, please contact us by phone: $+387\ 33\ 704-285$ or by fax: $+387\ 33\ 704-432$.